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अण्डमान तथा निकोबार प्रशासन  
ANDAMAN AND NICOBAR ADMINISTRATION  
सचिवालय/SECRETARIAT

**NOTIFICATION**

**Port Blair, dated the 23<sup>rd</sup> October, 2008**

No. 152/2008/Vide Notification No. 60 dated 15.5.2008, the Andaman and Nicobar Administration have notified the Rural Employment Guarantee Scheme as required under Section 4 of "National Rural Employment Guarantee Act 2005".

In accordance with the provision under Section 21(1) of NREGA, 2005, a State Employment Guarantee Fund is to be established at State level for the purpose of receiving funds from Govt. of India, the Administration or any other agency and to transfer of funds to the districts.

Accordingly in exercise of the powers conferred by sub-section (1) of Section 21 of the National Rural Employment Guarantee Act, 2005, read with notification S.O. 934(E) dated 24.4.2008 of Ministry of Home Affairs, the Lt. Governor, A&N Islands hereby makes the following rules to establish a system to received the National Employment Guarantee Fund from Government of India, other agencies and to credit the Fund earmarked for NREGA from the Budget grant of A&N Administration.

**RULES**

**1. Short title and Commencement :**

- (a) These rules may be called Andaman and Nicobar State Employment Guarantee Fund Rules 2008.
- (b) These rules shall come into force with immediate effect.

**2. Definition:**

In these rules, unless the context otherwise requires.

- (i) 'Act' means the National Rural Employment Guarantee Act, 2005.
- (ii) "Fund" means the Andaman and Nicobar State Employment Guarantee Fund.
- (iii) 'NREGS' means National Rural Employment Guarantee Scheme.
- (iv) 'State' means the Union Territory of A&N Islands.
- (v) 'Secretary' means Secretary of the Management Committee of the Fund.

### **3. Establishment of A&N State Employment Guarantee Fund:**

- (i) There shall be established a fund to be called Andaman and Nicobar State Rural Employment Guarantee Fund.
- (ii) The fund shall be credited with:-
  - (a) Monies /Central share received from the Ministry of Rural Development for implementation of National Rural Employment Guarantee Scheme (NREGS).
  - (b) Monies earmarked for NREGS under the State Budget (State share).
  - (c) Interest accrued on the monies at (a) & (b).
  - (d) Funds received from any other source/agency for NREGS.

### **4. Constitution of Management Committee:**

For the Management and Administration of the Fund and to strengthen the present fund system, Management Committee consisting of the following official is constituted.

- |  |                                 |
|--|---------------------------------|
| 1. Secretary, Rural Development                    | — Chairman & Ex-officio Member  |
| 2. Secretary (Finance)/any other officer nominated | — Member                        |
| 3. Director of Accounts & Budget                   | — Member                        |
| 4. Joint Secretary, Planning                       | — Member                        |
| 5. Director, Rural Development                     | — Secretary & Ex-officio Member |

### **5. Functions of Management Committee :**

The functions of the Management Committee are:-

- (a) The Committee shall meet at least once in every 2 months.
- (b) It shall scrutinize and approve the labour budgets of the districts at the beginning of each Financial year and indicate Admn's fund in support to the districts.
- (c) Review the overall performance of National Rural Employment Guarantee Scheme in the State and make such recommendations to the Admn. as it deems fit.
- (d) Manage fund flow in such a way that District Programme Coordinators meet the labour demand and effect payments as per the NREG Act, 2005.
- (e) Review of work completion reports and utilization certificates received from the District Programme Coordinators in respect of funds previously released.
- (f) Review the funds flow of the A&N State Employment Guarantee Fund and deployment of surplus funds.
- (g) To review expenditure incurred subject to the guidelines of the National Rural Employment Guarantee Act, 2005.
- (h) Appoint Auditor to audit the accounts of the A&N State Employment Guarantee Fund.
- (i) Review the reports of the Internal Audit wing and Social Audit.

### **6. Duties and responsibilities of the Secretary**

The Secretary shall have the following duties and responsibilities:-

- (a) Convene meetings of the Management Committee.

- (b) To furnish all reports, returns and other necessary documents required to be furnished under the Act to the Central / State Government.
- (c) To administer the Fund.
- (d) To keep account of all the financial transactions of the A&N State Employment Guarantee Fund.
- (e) To prepare annual accounts of the Fund and get them audited by Chartered Accountant.
- (f) Shall liaise the Government and other Departments to achieve the objective of the fund.
- (g) Secretary is the person to sue or to be sued on behalf of the Management Committee.
- (h) To conduct review meetings with the District Programme Coordinators on the physical and financial performance of the scheme.
- (i) Ensuring pre audit before the release of funds to the Districts.
- (j) Reviewing the financial management package and ensure that all the transactions are routed through the package.
- (k) Ensure monthly reconciliation of the A&N State Employment Guarantee Fund account.

#### **7. Maintenance and Operation of Bank Account:**

- (a) Savings Bank account opened for NREGS with the SBI Port Blair shall be the State Employment Guarantee Fund.
- (b) The Savings Bank account shall be jointly operated by the Chairperson and the Secretary of the Management Committee.
- (c) All the money received by the fund shall as soon as possible be deposited into the said bank account and shall not be utilized for any purpose other than the purposes mentioned in the Act/ ANREGS.
- (d) No payment shall be made out of the Fund unless the expenditure is covered by the sanctioned budget.
- (e) Monthly bank reconciliation of the A&N State Employment Guarantee Fund account shall be done.
- (f) Maintenance of Cash book and component-wise ledgers.

#### **8. Transfer of funds to districts for implementation of NREGS**

- (a) Funds may be released from the Saving Bank account to the District Programme Coordinator (DPCs) from this Fund on receiving the fund from the Govt. of India, Ministry of Rural Development/ Administration and as per the labour budget and requirement of funds based on demand for works. Unspent balances under NREGS fund lying with the District Programme Coordinators will be taken into account while releasing the fund.

- (b) Fund releases to the District Programme Coordinators (DPCs) shall be made based on the requirement, utilization of funds already released and expenditure particulars thereon.
- (c) The District Programme Coordinator will allocate funds to the Blocks.
- (d) The Block Development Officer/Programme Officer will make the allocation to each Panchayat based on the requirement of labour.
- (e) Pre-audit shall be done before the release of second and subsequent installments.
- (f) Releases shall be made component wise viz., works, administration, awareness etc., but not consolidated.
- (g) Releases shall be regulated taking into consideration the spill over amounts, interest accrued and other available funds.

#### **9. Accounts & Audit**

- (a) Standard accounting procedures shall be followed in respect of maintenance of State Employment Guarantee Fund and necessary registers such as cash book, ledgers etc. shall be opened.
- (b) The accounts shall remain open for inspection by the officers /representatives from the office of the C&AG/Govt. of India/UT Administration of A&N Islands with or without notice.
- (c) Annual accounts shall be prepared in the prescribed formats and audited either by the Local Fund Auditors or by the registered Chartered Accountants and submit the complete set of copies of the audited statement of accounts to the A&N Administration by 30<sup>th</sup> Sept. in respect of accounts for the previous year.

**10.** These Rules modify para 1.4.1 of Andaman & Nicobar Rural Employment Guarantee Scheme.

By order and in the name of Lt. Governor, A&N Islands

Sd/-  
**(Sashikala Viswanathan)**  
Joint Secretary (RD/LSG)  
(F.No.6-43(3)/2008-PR)